



First Nation of Na-Cho Nyäk Dun EMPLOYMENT OPPORTUNITY

COMPETITION #: 9130-23-804-15

Position: Summer Employment
Department: Human Resources and Capacity
Location: Government House, Mayo, Yukon
Status: Seasonal Term (June – August)
Hours: 75 Hours Bi-Weekly
Salary Level 1: \$ 44,869.00 - \$ 58,942.00 Annually [\$ 22.93 - \$ 30.12 /hr]
Posting Date: May 10, 2023
Closing Date: May 31, 2023

THE OPPORTUNITY

The First Nation of Na-Cho Nyäk Dun (FNNND) offers summer employment opportunities for **Post-Secondary and High School Students** to have the ability to build skills and gain experience in our Government.

The following departments will have positions available:

- Administration
- Capital and Infrastructure
- Education/ Daycare
- Justice and Governance
- Lands, Resources and Heritage

We are seeking reliable and motivated students to assist staff in FNNND departments over the summer season from June – August.

QUALIFICATIONS AND APPLICATION PROCESS

- The person must be enrolled in school and has good written and oral communication skills.
- The person must be 14 years or older and have parental consent to work.
- The person must submit a Cover Letter and Resume clearly stating the **top THREE preferred** departments of interest you'd like to work in for consideration.
- An eligibility list will be developed for summer positions from resumes submitted.
- Wages will be based on level of education and skills.

Certifications are an asset and should be noted on your resume if you possess the following:

- Computer Skills (MS Office and Outlook)
- Class 5 Drivers License
- First Aid CPR Level C
- Food Safe Certification

If you are interested in this opportunity, please send cover letter and resume to:

Ronalda Moses
Human Resources Adviser
First Nation of Na-Cho Nyäk Dun
Box 220, Mayo, Yukon Y0B 1M0
E-mail: hr@nndfn.com

Please note: Preference will be given to First Nation of Na-Cho Nyäk Dun Citizens.